

182 (GM STEFNUFASTUR) GIMLI
ROYAL CANADIAN AIR CADET SQUADRON



DRESS & DEPARTMENT GUIDE

INTRODUCTION

This document contains excerpts from the A-CR-CCO-100/AG-001 - Cadets and Junior Canadian Rangers Dress Instructions (dated 2022-09-01) and the 182 GM Stefnufastur Royal Canadian Air Cadet Squadron (182 RCACS) Standing Orders (dated 2019-09-01). It contains information on Dress, Department and Compliments that every cadet needs to be aware of during their tenure with the Squadron.

DRESS

GENERAL

1. Cadets of the Squadron will adhere to the following:
 - Civilian articles of clothing are not to be worn with any part of an Air Cadet uniform; with the exceptions being that:
 - Cadets are permitted to wear civilian pattern Winter outerwear if not issued the appropriate Cadet Parka
 - Required safety gear is to be worn while operating a bicycle, motorcycle or ATV
 - Visible items of uniform shall not be worn with civilian attire, except for accessories (e.g., gloves, scarf and footwear) which do not include any insignia.
 - Individuals shall wear their uniform properly. Failure to meet the applicable dress standards may result in remediation including the individual being sent home

Cadet Uniforms

2. Uniforms are provided by the Canadian Armed Forces at no cost. All uniforms remain the property of the Squadron and are to be returned when the cadet leaves the Air Cadets.
3. Cadets are expected to ensure:
 - they are in possession of all issued items of uniform
 - they maintain the uniform and all uniform parts in proper order and cleanliness at all times
 - each uniform part fits correctly and is in good condition
4. Cadets are only authorized to wear their uniforms at Cadet functions. Arrangements for a cadet to wear their uniform at an activity or special event outside of a Cadet function may only be authorized by the Commanding Officer (CO).
5. As uniform parts become worn or as the cadet grows out of them, they may be exchanged for replacements at the Squadron's Supply Office on parade nights. It is the responsibility of the cadet to take the initiative to go to the Supply office to have parts exchanged or replaced when necessary. Returned clothing shall be clean and in usable condition.
6. Any cadet found willfully defacing, mutilating, damaging, giving away or neglecting any part of their issued uniform or equipment will be disciplined and held responsible for the article(s) of equipment.

Unacceptable Civilian Attire

7. From time to time, cadets and staff are permitted to wear civilian clothing to Squadron activities. The following is a list of what is considered unacceptable:

- Tight or form-fitting pants that restrict motion
- Dresses or Skirts (with the exception of specific Social events)
- Sandals
- Jogging Pants (with exception of Sports or Fitness activities)
- Pajama Pants
- Fishnet stockings
- Shorts (with the exception of Sports or Fitness activities or as directed)
- Cut off shirts or shorts (no bare midribs or risk of exposure with normal body movement)
- Tank tops/muscle shirts, or other tops with straps (shoulders must be covered)
- Hats (except for religious requirements or for outdoor protection)
- Clothing that is ripped, torn, dirty, or in need of repair.
- Clothing bearing inappropriate logos and sayings
- Sunglasses while indoors

Out Of Uniform

8. If a cadet cannot for any reason wear their uniform when required, they are expected to wear their best available civilian clothing most closely approximating or a Feminine equivalent to Business Casual dress.

9. Cadets, when out of uniform, will not hold parade appointment and should not be in positions of authority.





Designated Dress





10. Shown below are the various Air Cadet Orders of the Dress. The following are the Orders of Dress to be worn for:

	Cadets	CAF Members	Civilians
Normal Training	C-5	3C*	Business Casual
Except for:			
• Sports Activities	C-5C	Sports Casual	Sports Casual
• CO's Inspections/ACR/parades	C-1A*	1A*	Semi-formal*
• Community Services Activities	C-3*	3C*	Business*
* Or as authorized for warmer weather	C3A	3B	Business Casual

11. Changes to Orders of Dress for specific activities may be applied with the approval of the Commanding Officer (CO). Seasonal dress changes and changes to forms of dress for ceremonies and special training will be circulated in Monthly Routine Orders (MROs) or instructions from the CO.

ORDERS OF DRESS

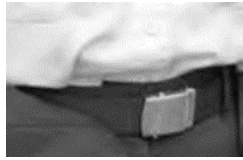
	<p>C1A - Ceremonial Dress The C1A - Ceremonial Dress is to be worn during formal ceremonies or parades, church services, funerals or as part of a Guard of Honour. This is the highest level of dress worn by Air Cadets. This order of dress includes:</p> <ul style="list-style-type: none"> • Wedge • Blue Dress Shirt with Necktie and Rank Slip-ons • Tunic • Trousers with belt • Parade Boots and Socks • Medals and Pins • Cloth or Embroidered Pilot Wings 		<p>C2 - Mess Dress The C2 - Mess Dress is to be worn at Mess or Formal Dinners and other occasions as ordered.</p> <p>This order of dress includes:</p> <ul style="list-style-type: none"> • Blue Dress Shirt (White Dress Shirt optional) • Necktie (black bow tie optional) • Tunic • Trousers with belt • Parade Boots and Socks • Medals and Pins • Cloth or Embroidered Pilot Wings
	<p>C3 - Service Dress (Winter) The C3 - Routine Training Dress is to be worn during routine day-to-day training, parades, appropriate social occasions and other occasions as ordered. This order of dress includes:</p> <ul style="list-style-type: none"> • Wedge • Blue Dress Shirt with Necktie and Rank Slip-ons • Tunic • Trousers with belt • Parade Boots and Socks • Ribbons and Pins • Cloth or Embroidered Pilot Wings <p>The Tunic may be removed but Ribbons and Nametags must be worn on the Blue Dress Shirt</p>		<p>C3A - Service Dress (Summer) The C3A - Routine Training Dress is to be worn during routine day-to-day training, parades, appropriate social occasions and other occasions as ordered. This order of dress includes:</p> <ul style="list-style-type: none"> • Wedge • Blue Dress Shirt with Rank Slip-ons (no Necktie) • Trousers with belt • Parade Boots and Socks • Ribbons and Pins • Metal Pilot Wings <p>The Tunic may be worn with the Dress Shirt collar extended over the Tunic collar and Ribbons and Nametags worn on the Tunic</p>

	<p>C5 - Training Dress The C5 - Training Dress (also known as Field Training Uniform or FTU) is to be worn during routine day-to-day training, and other occasions as ordered.</p> <p>This order of dress includes:</p> <ul style="list-style-type: none"> • Wedge or Beret • Field Training Jacket with single Rank Slip-on • Blue T-Shirt • Field Training Trousers with Belt • General Purpose Boots and Sock <p>During survival and flight training in the field, a ball cap may be worn in place of the wedge or beret but must be replaced prior to leaving the training area.</p>		<p>C5A - Training Dress (Summer) Same as the C5 - Training Dress without the Field Training Jacket.</p>
	<p>C5B - Flying Training Dress The C5B - Flying Training Dress shall be worn by qualified individuals during flying familiarization activities.</p> <p>This order of dress includes:</p> <ul style="list-style-type: none"> • Wedge or Beret (Ball Caps may be worn while on the airfield) • Air Cadet Flight Suit with Rank Slip-ons • Blue T-Shirt • Shorts • Socks with Parade Boots • Socks with Parade Boots or General Purpose Boots • Cloth Pilot Wings 		<p>C5C - Sports Clothing The C5C - Sports Clothing is to be worn during any physical fitness activity, and other occasions as ordered.</p> <p>This order of dress includes:</p> <ul style="list-style-type: none"> • Civilian sports attire must be conservative and no markings that could be deemed to be offensive or otherwise reflect discredit on the Cadet Program. • Ball Cap or Tilley Hat (if outdoors) • Blue T-Shirt • Shorts • Sports Socks • Runners (Non marking sole)

UNIFORM PARTS & STANDARDS

Belt

- The trousers/slacks shall be worn with the issued black belt
- Belt should be “brass-on-brass”



Beret

- The beret shall be worn level on the head, with the sweatband above the eyebrows
- The badge centred over the left eye, and the crown pulled downward to the right.
- The break of the sweatband shall be worn centred at the back of the head, with no draw string visible



Ball Cap

- During survival or flight training, a ball cap, plain or with cadet/Canadian military insignia may be worn but must be replaced prior to leaving the training area or airfield
- Worn square on the head with the sweatband 2.5 cm above the eyebrows. The brim shall not have excessive curve nor be folded or creased down the centre.

Black Gloves

- May be worn with either the Dress Uniform & FTU
- Worn during cold weather only
- Gloves are tucked inside the tunic or parka sleeve



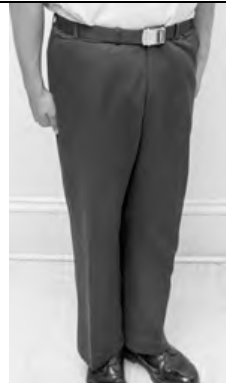
Dress Shirt

- Worn tucked into Dress Trousers
- May be worn with tie or open neck, with or without tunic
- If worn with tunic but without tie, shirt collar is extended over the tunic collar
- Pressed flat with a single crease extending down the outside of each sleeve starting from the shoulder seam
- Rank slip-ons shall be worn on the epaulettes



Dress Trousers

- To be pressed without starch
- Creases shall extend along the front of each leg from the front centre belt loop at the waist to the bottom of the leg
- The length of the trousers should extend to the halfway point of the laces on the parade boot



Dress Tunic

- The jacket shall be worn fully buttoned except the top button
- Pressed flat without starch
- Creases are to extend along the front of each sleeve from the breast pocket to the cuff
- Do not place items in tunic pockets
- Slip-ons are not worn on the tunic epaulettes



Dress Tunic Belt

- Shall be worn so as the excess of the belt, once attached, is on the same side as the buttonhole flap.
- The buckle shall be adjusted so that the excess of the belt is not more than 8 cm
- Pressed and worn flat



Field Boots

- Shall be cross-laced (“X”)
- No varnish other than shoe polish to be used
- FTU boots are blackened only and not to be shined



FTU Trousers

- Pants are bloused above each boot
- Belt is always worn with pants.

Machine washable and can be put in a dryer (10 mins) and hung to dry. They are NOT to be ironed and NO bleach to be used



FTU Tunic

- Machine washable (see above)
- The tunic shall be worn fully buttoned except the top button
- In warmer weather, sleeves may be rolled so that the fold is 5-7 cm wide and at least 5-7cm above the inside of the elbow
- Slip-on is worn on the front
- Belly and waist strings are to be done up and loop around the nearest button so the strings aren't visible



Parade Boots

- Shall be laced across horizontally from side-to-side
- No varnish other than shoe polish to be used
- To be polished to a high gloss



T-Shirt

- Worn under FTUs & tucked into trousers
- Sleeves are not to be rolled
- Pressed flat with a single crease extending down the outside of each sleeve starting from the shoulder seam



Parka (Inner/Outer)

- Worn over Dress Uniform or FTUs
- Only worn outdoors and in cold weather
- Jacket is to be done up all the way when worn
- Air Cadet velcro badge to be worn
- Inner layer may only be worn by itself with C3A Order of Dress



Toque

- Worn only with the parka with Dress Uniform or FTUs
- Worn only outdoors during cold weather
- Air Cadet crest is to be centered on the forehead



Rank Slip-On

- Shall be worn with the dress shirt and parka.



Wedge

- Worn with the front edge inline with the nose, 2.5 cm above the eyebrows and the right edge 2.5 cm from the top of the right ear
- Removed when seated and/or eating



Tie

- Shall be knotted neatly using a Windsor knot, worn tightly
- Pressed flat to remove creases



Wool Socks

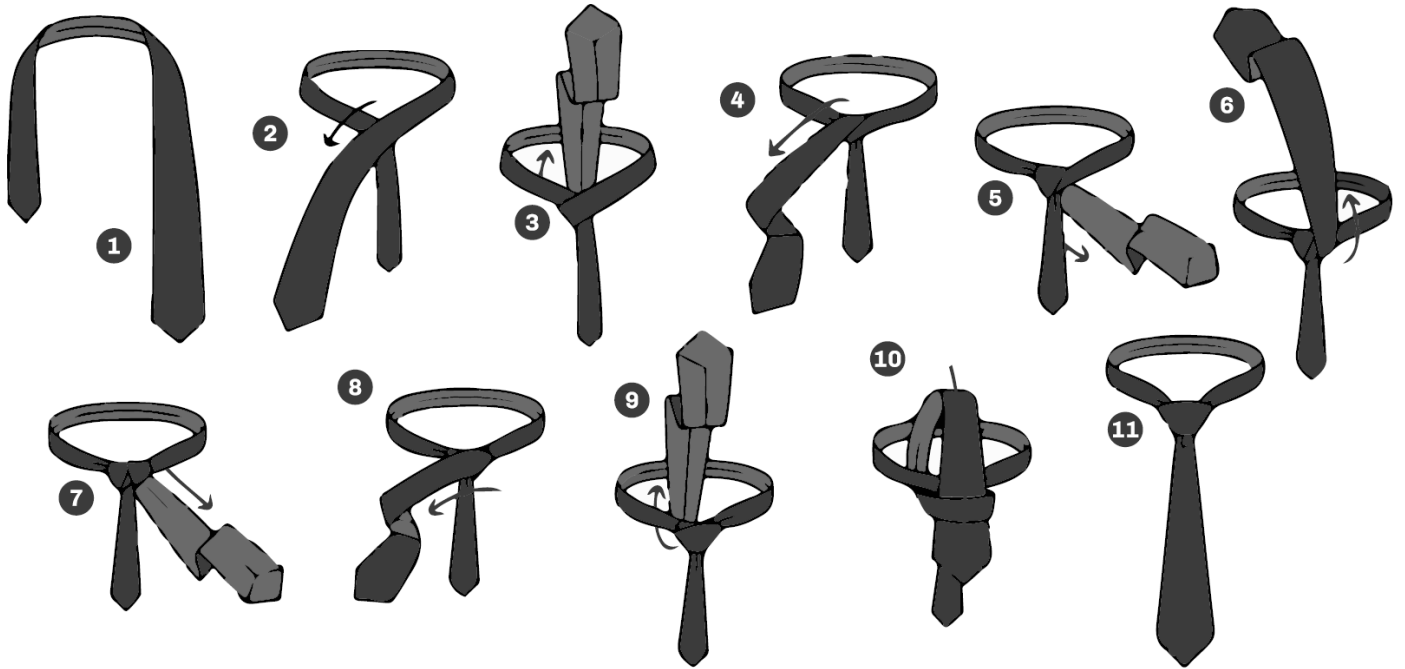
- Shall be worn with both parade and FTU boots
- Cadets are encouraged to wear sports socks underneath



Wearing & Forming Your Beret

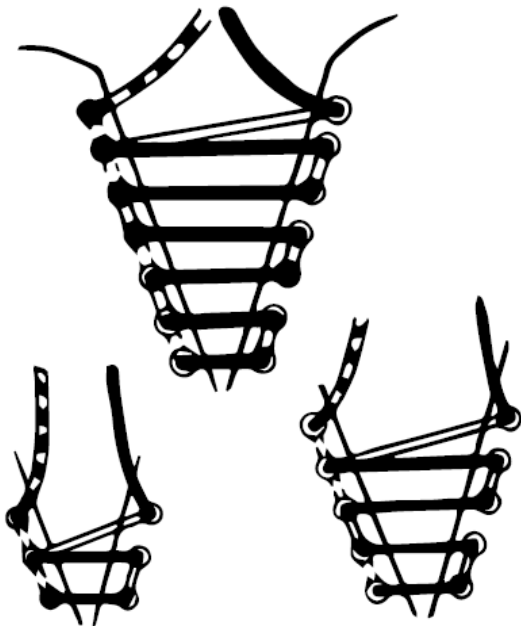
1. **Wet Beret.** Soak your beret in warm water. Using hot water on the black rim will shrink the beret. If your beret is slightly too large, using hot water is a good idea. If your beret already fits your head snugly, be sure to avoid hot water.
2. **Wring Out the Excess Water.** Get rid of all the extra water you can by gently wringing out the beret. It will still be damp, but make sure there is no more dripping water.
3. **Shape the Beret.** Place the damp beret on your head. Hold the cap badge with your left hand and pull the excess material with your right hand so that it's smooth (do not pull too hard as you rip the material). The material should not go past the midpoint of your right ear.
4. **Allow the Beret to Dry on Your Head.** Doing this will keep the beret from shrinking too much and will form the beret more closely to the exact shape of your head. If necessary, you may need to hold the fold down with one hand until it becomes secure. You may take the beret off if it's still slightly damp after an hour.

Tying the Windsor Knot

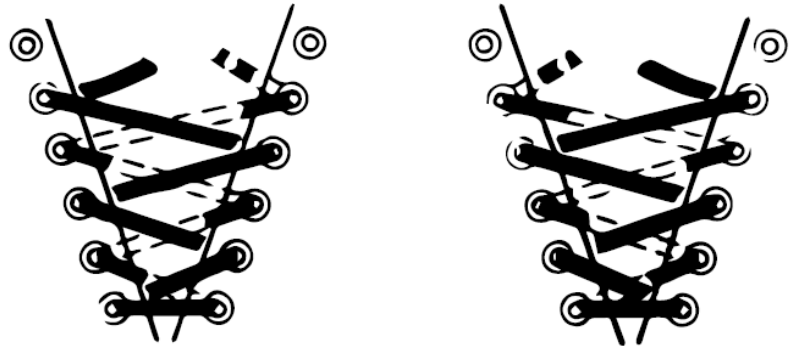


Lacing Boots

Parade Boots



FTU Boots



PERSONAL APPEARANCE

Hair

1. Hair shall not prevent the proper wear of a military headdress or protective equipment. Hair must be worn so that without a headdress the cadet's face is visible. Full or partial shaving of hair on the head is permitted. Colouring of hair is permitted. The wearing of wigs, dreadlocks, or hair extensions is permitted. Long hair is permitted but must be secured accordingly when extending below the top / ridge of the shoulder in such a manner to prevent hair from covering the face as per the figures below. Acceptable accessories to secure hair include, but are not limited to, clips, barrettes, bobby pins, fabric elastics, elastic bands, and hair nets.
2. Hair that extends below the tunic jacket collar shall be secured in one of the following styles:
 - in a bun
 - a single braid
 - double braids centred to the back
 - multi braids or locks, be pulled back to the centre of the back or equally positioned along the shoulder blades and secured
 - when hairstyle or hair type does not allow a cadet to adopt one of the aforementioned hairstyles, the cadet must discuss with the Chain of Command to find a hairstyle that can be secured accordingly.
3. **Facial Hair.** All styles of facial hair and sideburns are authorized. Facial hair may be braided / ponytail style and coloured. Accessories to secure facial hair include but are not limited to: barrettes, bobby pins, fabric elastics, elastic bands, and hair nets.

Body adornment

4. **Jewellery.** The wearing of jewellery is permitted in uniform however cadets must not:
 - wear jewellery over uniform items
 - while in uniform, have ear piercings and ear gauges / spacers of more than 2.5 cm diameter or diagonal measurement (dependent on the activity whether for ceremonial or safety reasons, the number of earrings may be restricted)
 - wear jewellery in piercings which are normally covered by uniforms if they pose a risk of injury
 - wear jewellery that impairs the cadets' safety or ability to perform their duties
 - wear jewellery that a cadet knows, or ought reasonably to know, are connected with criminal activities (e.g., criminal gangs), that promote and / or express, on the basis of a prohibited ground of discrimination as defined in the Canadian Human Rights Act (CHRA), the following: hatred, violence, discrimination, or harassment
 - wear jewellery that a cadet knows, or ought to know, promote and / or express: racism, sexism, misogyny, misandry, xenophobia, homophobia, ableism, or sexually explicit material
5. Necklaces and bracelets shall not be visible. Tie-pins or clips may be worn but must be plain or with a Canadian military/Cadet insignia.
6. **Rings.** A maximum of two rings which are not of costume jewellery nature. Additional rings may only be worn when they indicate professional standing, such as an engineer, or are worn with a wedding band as a single set indicating betrothal or fidelity, e.g., an engagement or an anniversary ring. Rings shall not inhibit the execution of proper arms drill or cause an unsightly bulge in white or black gloves.

7. **Piercings.** The only piercings authorized on parade are single or single set of stud or single stone earrings (one in each ear) are permitted in the ear lobe(s). These earrings shall not exceed one centimeter square or diameter. Gauges / spacers shall not exceed 2.5 cm in diameter.

8. **Make-up.** Cadets may wear make-up, whether in uniform or civilian clothes. They may wear nail polish, artificial nails, temporary lashes, and eyelash extensions unless it impairs the cadets' safety or ability to perform their duties. Safety must be considered at all times.

9. **Tattoos.** Tattoos are permitted. However, cadets must not have:

- tattoos that a cadet knows, or ought reasonably to know, are connected with criminal activities (e.g., criminal gangs), tattoos that promote and / or express, on the basis of a prohibited ground of discrimination as defined in the CHRA, the following: hatred, violence, discrimination, or harassment
- tattoos that a cadet knows, or ought to know, promote and / or express: racism, sexism, misogyny, misandry, xenophobia, homophobia, ableism, or sexually explicit material.

10. Tattoos of a cultural nature (such as Inuit face tattoos) shall be allowed.

Undergarments

11. Undergarments shall be worn under all orders of dress and shall be of an appropriate colour so as not to be visible through uniform and civilian items of clothing.

12. Undershirts may be worn under any order of dress. Undershirts shall be of a solid colour and free of lettering or designs that will show through the uniform shirt. Undershirts shall not be visible at the neck opening or below the sleeves.

WEARING OF HEADDRESS

13. As a guideline, the norms of formal etiquette should be followed:

- consecrated buildings. All cadets shall observe the custom of the religious denomination concerned, in regards to the wearing of headdress in a consecrated building, except that headdress shall be worn when on duty as a member of the vigil during the lying in state of a deceased dignitary or when depositing or receiving Colours. The advice of the officiating clergy will be sought and followed in each case
- messes and canteens. Cadets shall remove headdress upon entering messes and canteens. The same custom shall be applied upon entering public restaurants
- public buildings. Headdress shall not normally be removed in any public place, including elevators. However, cadets may observe the custom practised by civilians in regard to the wearing of headdress in public buildings such as theatres and civil courts

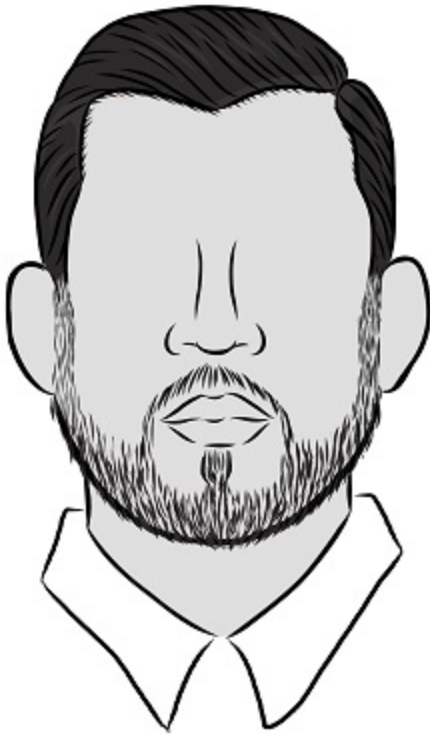
Military and Privately Owned Vehicles

14. Cadets travelling in uniform shall wear headdress while travelling as a passenger in a military vehicle or travelling or operating a privately owned vehicle except: on extended trips; or by order of the senior officer present.

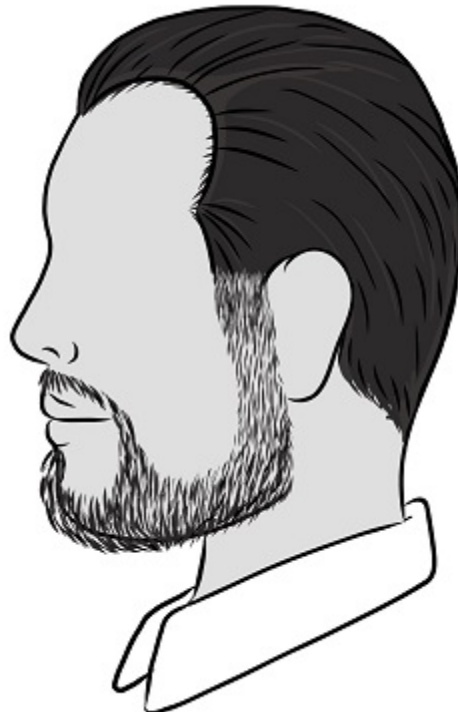
15. When headdress has been removed in accordance with the instructions above, it shall be replaced when either approaching and leaving a military establishment (including the Hangar) and before exiting the vehicle.

Parades

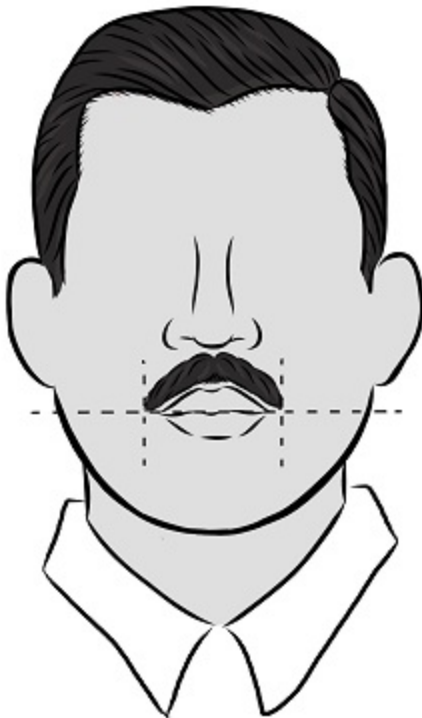
16. All cadets on parade shall remove their headdress, when so ordered, except for musicians, colour/flag bearers and their escorts and also those who are adherents of the religions that prohibit the removal of headdress.



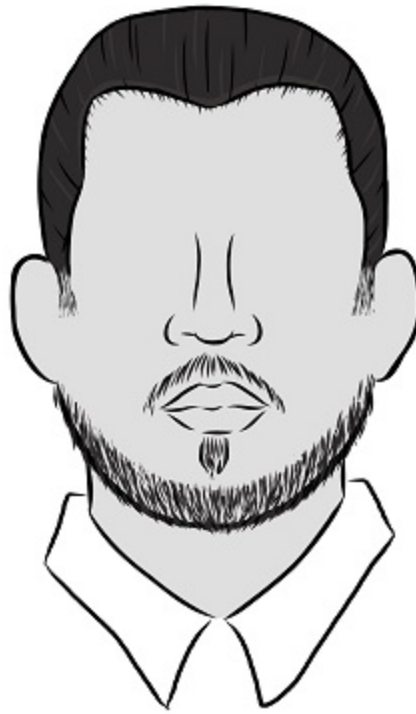
Beard



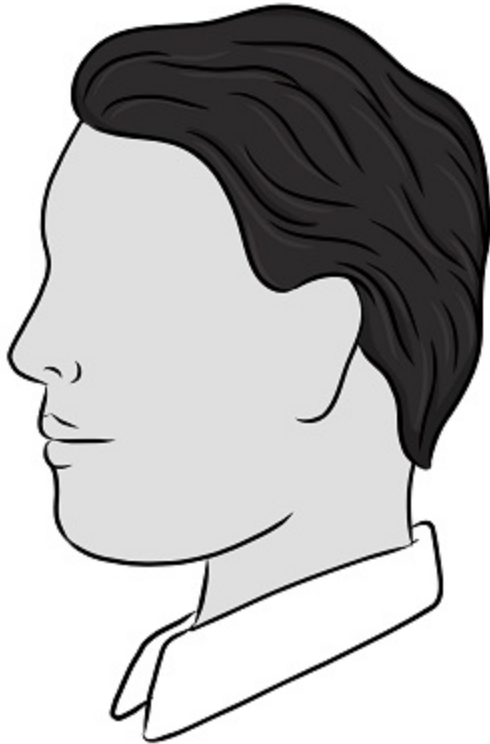
Beard from profile



Moustache



Facial hair



Short hair from profile



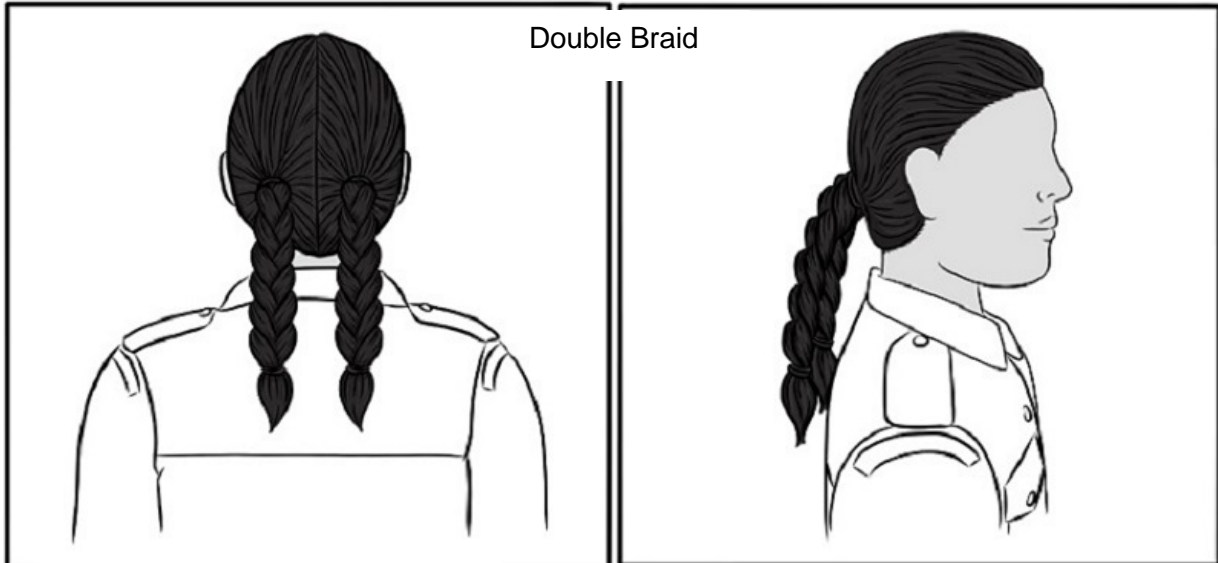
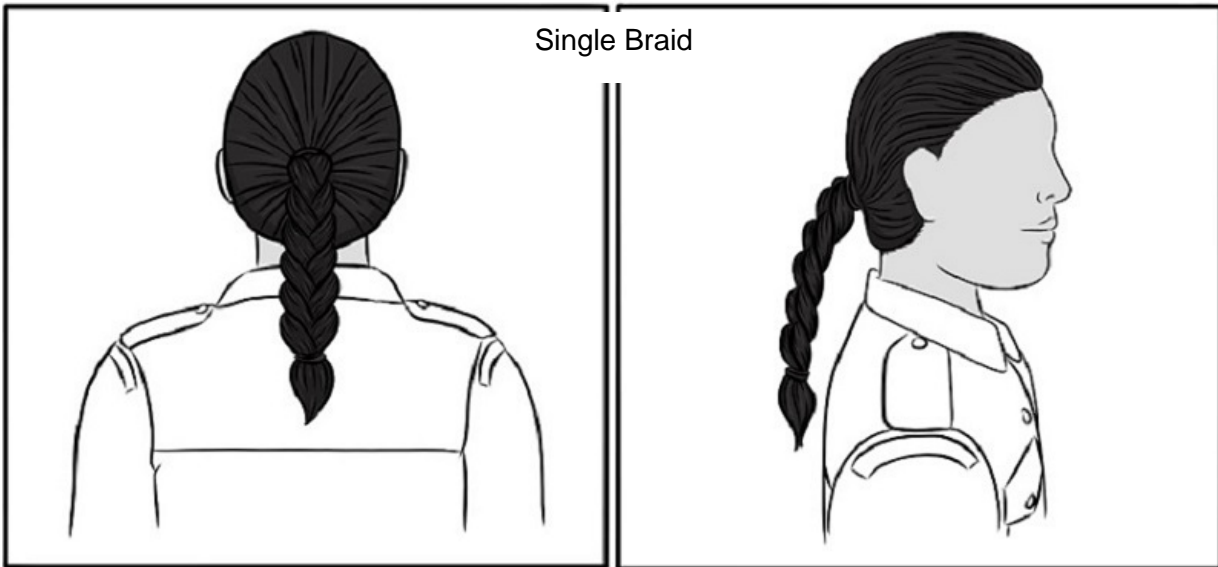
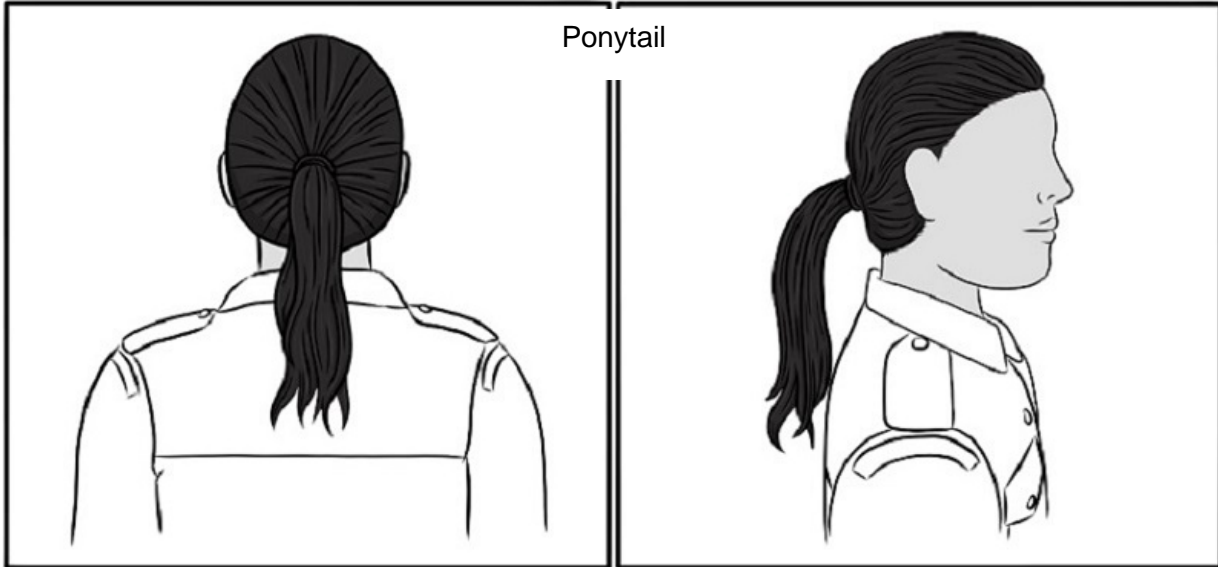
ponytail from profile

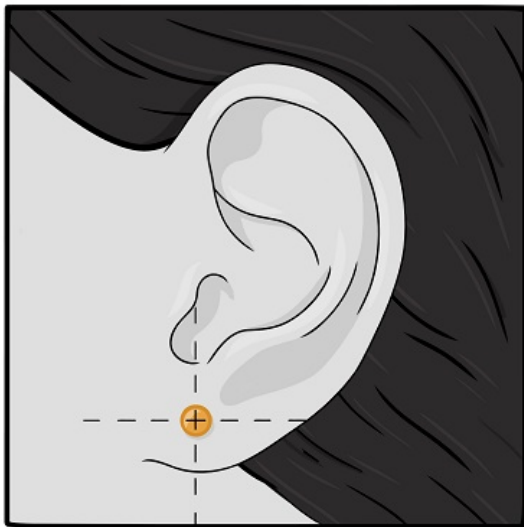
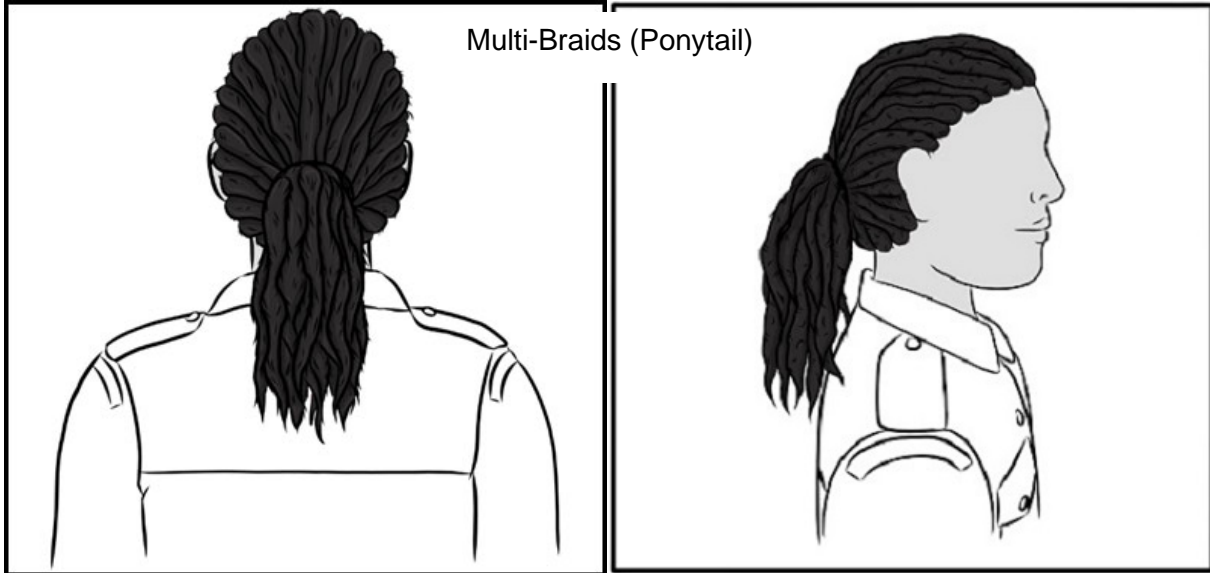
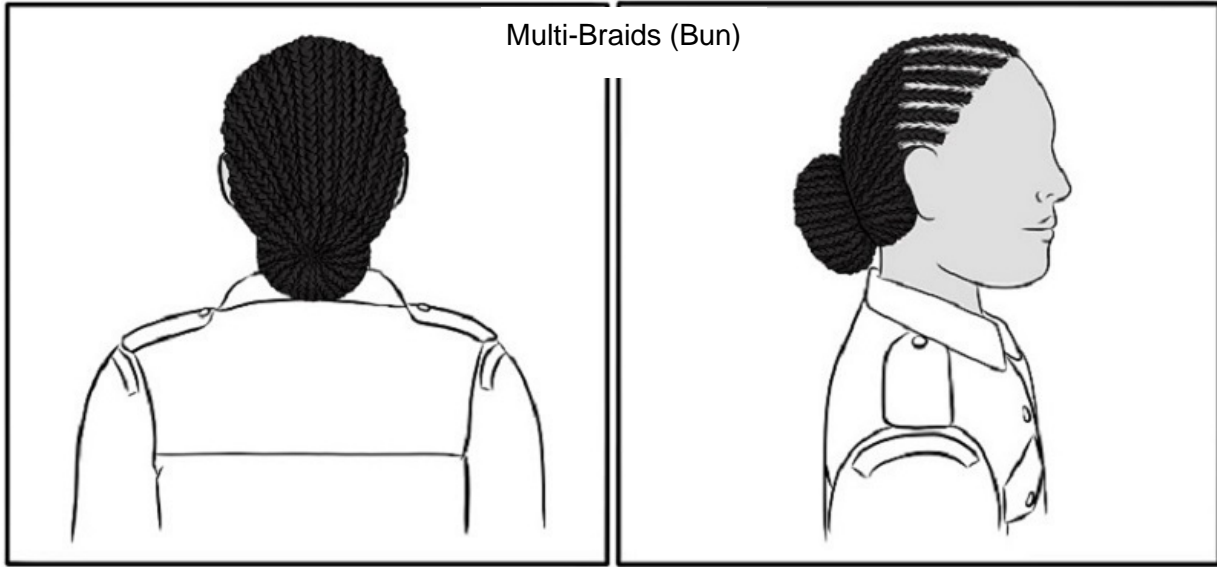


collar length hair from profile

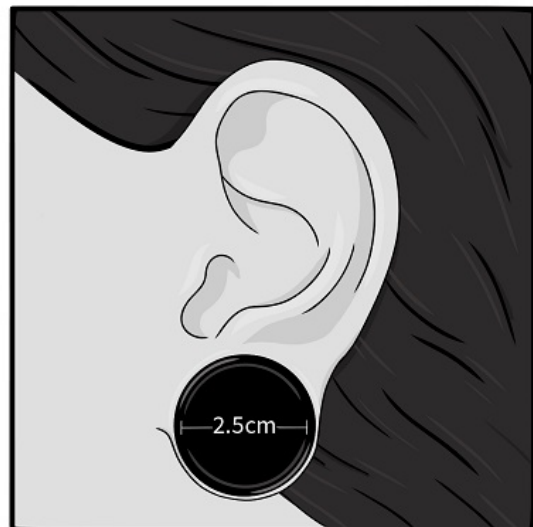


bun from profile





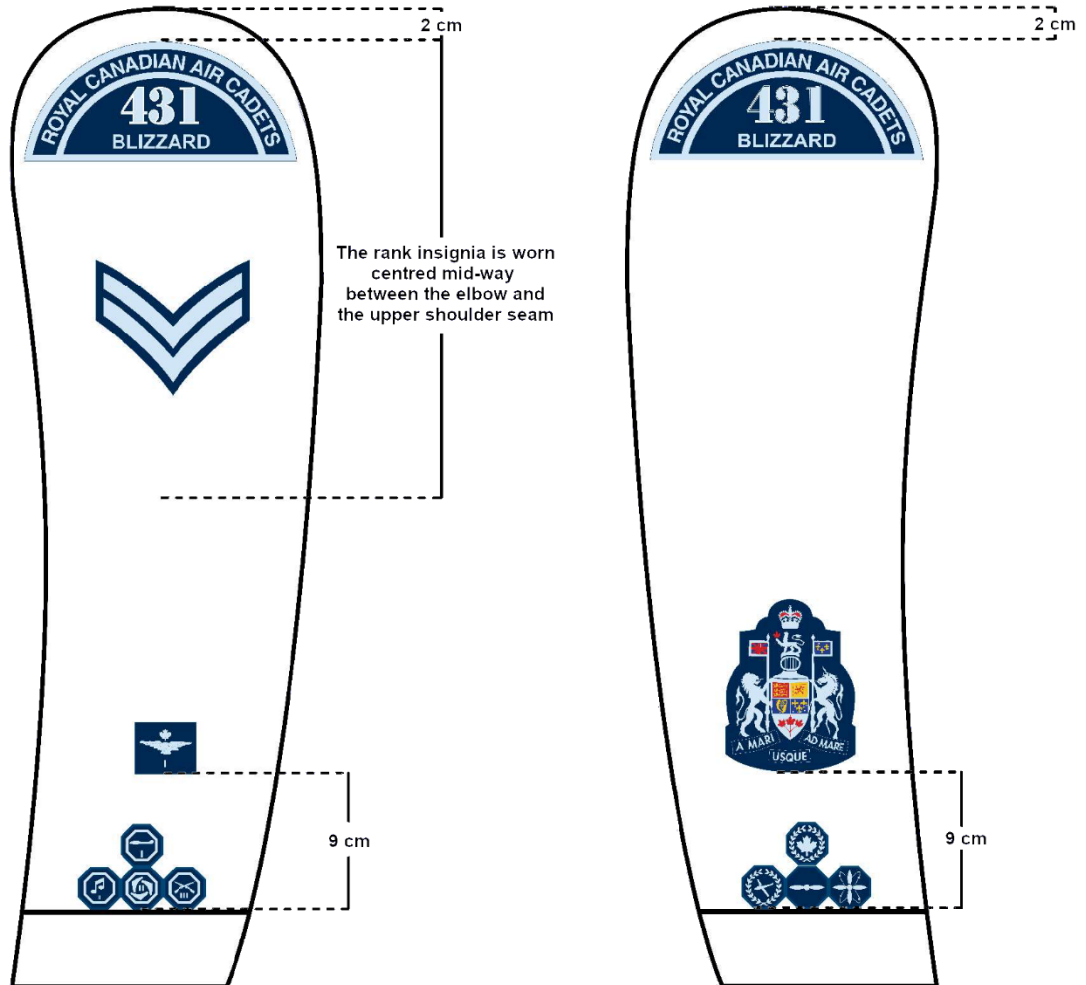
Single ear piercing



2.5 cm spacer

BADGE PLACEMENTS

Badges on Tunic Sleeves

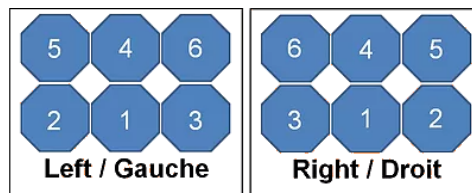


Example: Left Sleeve for Ranks below Warrant Officers

Example: Right Sleeve for Warrant Officer Ranks

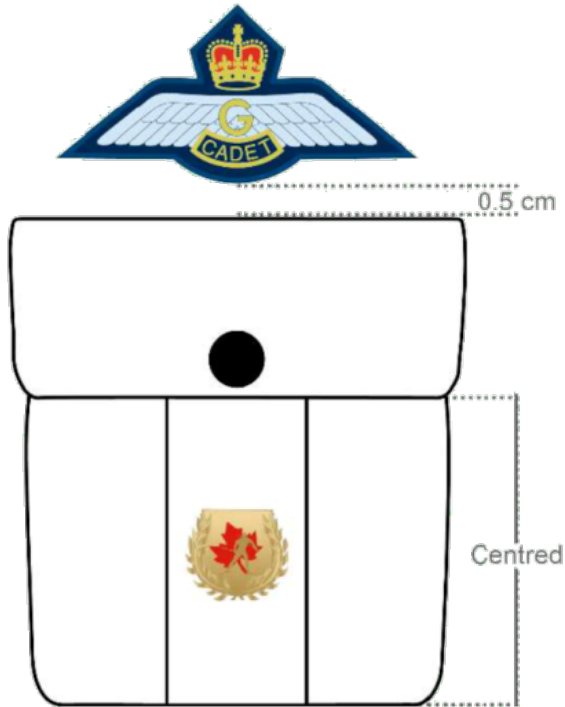
Notes:

- Proficiency (Level) badges are removed on promotion to Warrant Officer.
- Drum and Pipe Major Appointment badges are worn in place of Rank Insignia but are removed from the uniform at the end of the appointment or on promotion to Warrant Officer.
- Achievement and Certification badges are worn on the Left Sleeve while and Summer Courses Qualification badges are worn on the Right Sleeve, both starting approximately .5 cm above the cuff. Badges are to be sewn to the tunic in the following order: centre (1), front (2), rear (3), centre (4), front (5), rear (6) as shown below.

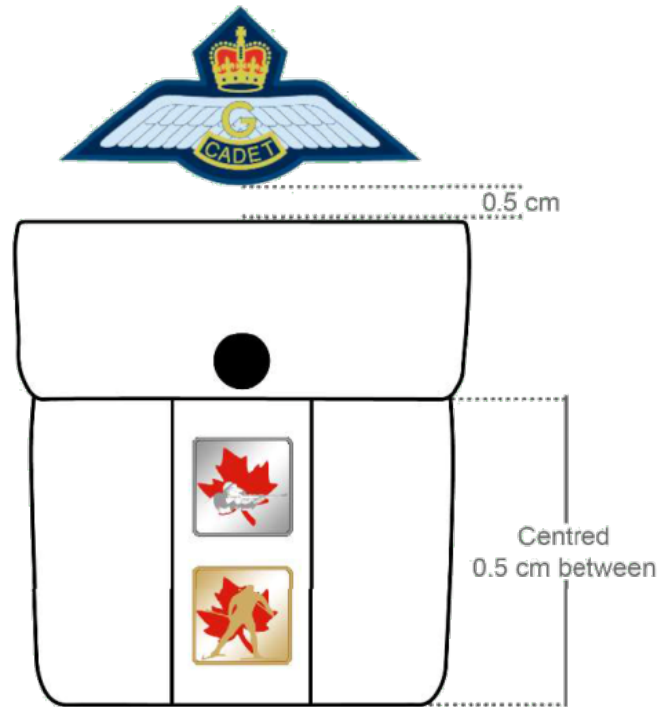


Nametags and Pins

Left Pocket

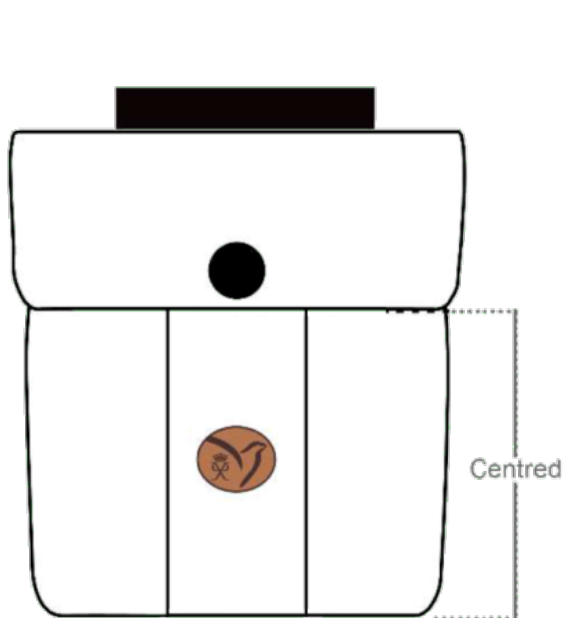


Example: Left Pocket with Gliding Wings and one Participation/Competition Pin



Example: Left Pocket with Gliding Wings and two Participation/Competition Pins

Right Pocket



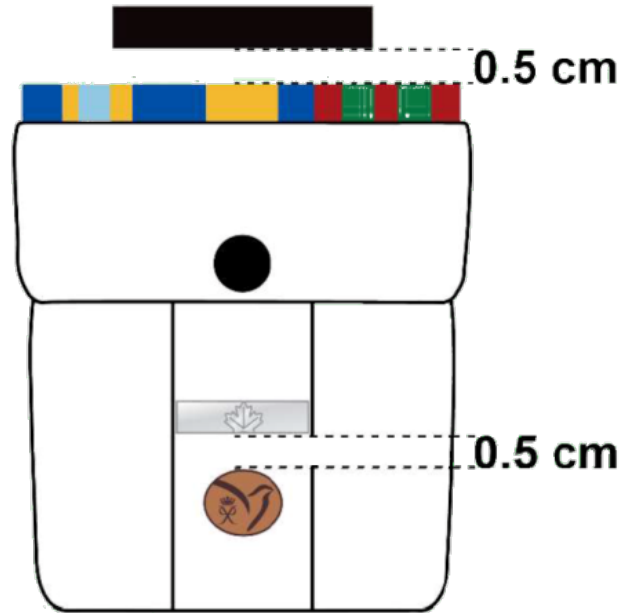
Example: Right Pocket with Nametag and Duke of Edinburgh Bronze Award



Example: Right Pocket with Nametag and one medal



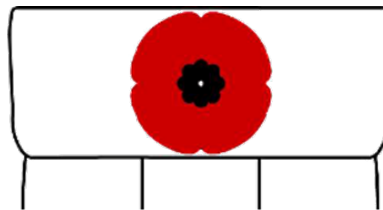
Example: Right Pocket with Nametag, Duke of Edinburgh Award and one medal



Example: Right Pocket with Nametag, three ribbons, Duke of Edinburgh Award and commendation

Wearing of Poppies

The Remembrance Day poppy is authorized to be worn on all uniforms from the last Friday of October until Remembrance Day (November 11th).



DEPARTMENT

General

1. All cadets of the Squadron shall conduct themselves in a professional and responsible manner at all times, including:
 - Individuals shall not:
 - chew gum or tobacco
 - slouch, saunter or loiter
 - use of electronic devices while walking
 - lean against buildings, walls or other items
 - place hands in pockets
 - spit
 - use profanity
 - kiss, walk arm-in-arm, hold hands or any displays of affection
 - perform in any manner that would dishonour the Squadron or the Cadet Program or detracts from a military bearing in the eyes of the public
 - Buttons, fasteners and zippers shall be kept closed
 - Jackets when worn will be done up
 - Pockets shall not be bulged
 - items such as personal mobile devices, portable electronics, glasses, glass cases, sunglasses, pens, pencils, key rings, or paper shall not be visibly extended, protrude from pockets, or be suspended from waist belts
 - Headphones and ear buds may only be worn when travelling as a passenger in a vehicle
 - Uniforms shall be lint and wrinkle free at all times
 - Items if carried, shall be in the left hand or draped over the left arm

Forms of Address

2. Cadets below the rank of Warrant Officer will be normally addressed by their rank (i.e. “Sergeant”) or by their rank and surname (“Sergeant Jones”) when referring to an individual who is not present or where the possibility of confusion exists as to who is being addressed
3. All Officers and Warrant Officers will be addressed by both their rank and surname (i.e. “Warrant Officer Jones”) or by Sir/Ma’am
4. All Civilian adult staff, civilian dignitaries and parents, will be addressed by their appropriate prefix (i.e. Mr, Mrs or Ms) and their surname or by Sir/Ma’am
5. Cadets, when replying to yes/no questions will conclude responses to:
 - Officers and Warrant Officers by using Sir/Ma’am (i.e. “Yes Sir”)
 - More senior cadets by using their rank (i.e. Yes Sergeant)
6. Individuals should not:
 - Talk while another staff member or more senior cadet is talking to them
 - Talk back to another staff member or more senior cadet
 - Say anything that may be considered derogatory to any individual or group

COMPLIMENTS

Paying of Compliments

1. The military salute is a traditional demonstration of trust and respect. Although the paying of compliments varies with circumstances, the paying of compliments by saluting is a fundamental requirement that is indispensable to Air Cadet discipline. Instructions with respect to paying compliments are detailed in the reference and will be taught to all cadets.
2. The essential regulations regarding the paying of compliments (saluting) are that when in uniform and when not marching in or formed up in a formation, Cadets shall salute:
 - all commissioned officers (OCdts are not commissioned officers)
 - when passing a staff car flying a pennant or bearing distinguishing general Officer car plates, indicating the occupant is a General Officer or a dignitary
 - when recognizing a commissioned officer in civilian clothes
 - when being past by the bier (a displayed coffin), in state, military or civilian funerals
 - when the national flag is being raised or lowered, in the following manner:
 - when in uniform, face the flag staff, stand at attention and salute
 - when in civilian clothes, remove headdress, face the flag staff, stand at attention
 - cenotaphs
 - when being passed by a Flag or Colour Party with uncased Colours
 - during the playing of national anthems (including God Save the Queen), the Last Post, and Reveille
 - Foreign officers in the same manner as Canadian Armed Forces officers and commissioned officers of the Royal Canadian Mounted Police, unless the circumstances dictate otherwise
 - When an officer approaches a group of individual cadets, the senior cadet of the group or where all are of equal rank, the person who recognizes the officer first shall take command and call the group to attention and the senior cadet shall then alone salute. Junior cadets shall draw their senior's attention to approaching officers if the circumstances require and allow
3. Most areas or situations are to be considered appropriate for saluting except the following:
 - When either party is driving a vehicle, motorcycle or bicycle
 - When eating and/or on a break and the headdress is removed
 - Indoors except on parades, ceremonial occasions, or in areas so designated as saluting areas.

Lecture Rooms

4. When a visiting officer or dignitary senior to the instructor enters a lecture room, theatre, etc., the instructor or senior member present shall call the group to attention by calling ROOM. All members of the class shall sit at attention, arms straight at the side, head and eyes to the front and heels together. Where it may be impracticable or hazardous to call the group to attention, the order, STAND FAST, will be given. Members of the group shall suspend all possible action, without causing physical danger to themselves or others, or damage to equipment, until the order CARRY ON is given.

Reporting

5. When reporting to an officer or civilian dignitary, the following procedure shall be observed:
 - March forward, halt two paces in front of the officer or dignitary
 - Salute, remain at attention, await acknowledgement
 - Deliver the message, receive instructions, etc
 - If receiving an award, take one additional pace forward to receive the award and one pace back following the presentation
 - Salute, await acknowledgement
 - Turn right and march off
6. When a cadet reports to someone senior in rank, other than an officer, the procedure outlined above shall be followed without the salutes.
7. When reporting to the office of an officer, cadets are required to come to attention and salute and wait until acknowledged. Cadets who have assigned workspaces in an office need only to salute when entering for the first time and when departing for the last time.